CALL FOR PROPOSALS
Workshops, Computer Labs, and Program Showcase Exhibits
CSREES CYFAR 2005 CONFERENCE
May 25-27, 2005
Seaport Hotel and Seaport World Trade Center
Boston, Massachusetts

Key Dates
- Deadline for Submitting Proposals: November 15, 2004
- Notification of Accepted Proposals: December 13, 2004
- Confirmation of Acceptance: January 10, 2005
- CYFERnet-sponsored Pre-conference: May 24, 2005
- CYFAR 2005 Conference: May 25-27, 2005
- CYFAR Program Showcase (formerly Share Fair): May 26, 2005

Conference Details: http://www.csrees.usda.gov/nea/family/cyfar/announcement.html

Conference Sponsors
The Cooperative State Research, Education, and Extension Service (CSREES) of the U.S. Department of Agriculture sponsors the annual CYFAR conference under the direction of Children, Youth, and Families at Risk National Program Leader, Sharon K. B. Wright, swright@csrees.usda.gov.

Karen Barshefsky and William Miller, CYFAR Project Directors, University of Massachusetts, are the co-chairs of CYFAR 2005. Steve Goggin and June Mead, Cornell University, and Harry Mangle, University of Connecticut, are the conference program coordinators. Nayda Torres, University of Florida, manages facilities and registration for the conference.   A conference planning committee made up of university, county, and community CYFAR program staff from across the country reviews all proposals for conference workshops, refereed display presentations (Program Showcase), and computer lab sessions to insure high quality and relevance to the CYFAR mission.

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CYFAR 2005 is planned especially for:
- Community and University CYFAR Project Teams from all states and territories
- Collaborators on State Strengthening and New Communities Projects
- Extension Staff and Volunteers working with children, youth, and family programs
- CYFERnet Partners
- Extension Collaborators:
- U.S. Army Child and Youth Services Staff
- U.S. Air Force Family Member Program and Family Advocacy Programs Staff

CYFAR Mission: The CYFAR Program integrates resources of the land-grant university Cooperative Extension System to develop and deliver educational programs that equip limited resource families and youth who are at risk for not meeting basic human needs, to lead positive, productive, contributing lives. CYFAR 2005 provides an exciting opportunity for Extension staff, collaborators, and volunteers working toward the CYFAR mission, to learn and to share resources with colleagues and collaborators across the nation. The conference brings together the resources of CYFERnet with the community and state extension faculty who build and sustain effective programs for at risk children and their families.

CYFAR 2005 Workshops and Computer Labs provide information on research, curricula, needs assessment, coalition building, administration of programs, resource development, diversity, technology and program integration, marketing impact, and evaluation--all within the context of the five CYFAR national program areas: Early Childhood, School-Age (K-8), Teens, Parents/Families, and Communities.   All workshop and computer lab proposals are reviewed and selected for presentation by a committee of university and county education professionals with expertise in one of these program areas.

The CYFAR 2005 Program Showcase (formerly Share Fair) provides an opportunity for Extension professionals and others from across the nation to display their work being conducted through CYFAR on behalf of children, youth, and families at risk. All Program Showcase proposals are reviewed by the same committee reviewing workshop and computer lab proposals to ensure high-quality presentations.

The Invited Research Presentations, Poster Sessions and Interacts continue as features of CYFAR 2005. The Research Presentations feature nationally known youth and family researchers presenting their findings with application to CYFAR programming. Poster Sessions provide a unique platform to facilitate in-depth discussion with colleagues about current evaluation and research findings. The Interacts offer conference participants opportunities to discuss issues and share ideas for program and professional improvement. Topics for the Interacts are designated by the Conference Committee and are based on issues pertinent to CYFAR programming.

Call For Proposals: General Information
The CYFAR 2005 Conference Committee invites proposals for Workshops, Poster Sessions, Computer Labs, and Program Showcases for presentation May 25-27, 2005. Individuals and teams with information that can help conference participants reach their CYFAR program and professional development goals are encouraged to submit proposals. Proposals for Workshops, Poster Sessions, Program Showcase Exhibits, or Computer Labs that address issues surrounding the sustainability of community-based programs and institutionalization of work with at-risk audiences are strongly encouraged.

All proposals must be aligned with one of the five national CYFAR program areas: EARLY CHILDHOOD, SCHOOL-AGE (K-8), TEENS, PARENT/FAMILY, and COMMUNITY.

CYFAR programs expect that:

- **children** will have their basic physical, social, emotional, and intellectual needs met. Babies will be born healthy.

- **school-age children** (K-8) will demonstrate knowledge, skills, attitudes and behavior necessary for fulfilling contributing lives.

- **teens** will demonstrate knowledge, skills, attitudes, and behavior necessary for fulfilling, contributing lives.

- **parents** will take primary responsibility for meeting their children's physical, social, emotional, and intellectual needs and provide moral guidance and direction. **Families** will promote positive, productive and contributing lives for all family members.

- **communities** will provide safe, secure environments for families with children.

Format of Presentations

There are four presentation options. Each has a decidedly different character and requires different preparation. Please give careful thought to the format best suited to your presentation's content. Past conference evaluations indicate that participants prefer interactive presentations. Priority will be given to proposals that engage the participants in active learning. Proposals will be accepted for:

WORKSHOPS - training sessions (90 minutes in length) for participants to explore new ideas, concepts, and approaches to accomplish program outcomes. Workshops will be scheduled each day of the conference (Wednesday, Thursday, and Friday).

POSTER SESSION - training sessions (90 minutes) for participants to explore current evaluation and research results that can be easily summarized in graphic form, such as tables, graphs, charts, or pictures. The poster session provides a unique platform that facilitates in-depth discussion with colleagues. Each 90-minute poster session will be scheduled during one of the conference days. However, all posters will remain on display throughout the conference to ensure the widest possible audience.

PROGRAM SHOWCASE - an opportunity for presenters to showcase successful projects or present program, research or evaluation information. Exhibits might include a short abstract, charts, graphs, and sample program materials to encourage informal discussion on topics similar to those presented in workshops. Presenters are responsible for bringing and/or shipping their own display boards. Eight- foot skirted tables will be provided for display use. Program Showcase presenters will be responsible for their own set-up, staffing, and take-down.

COMPUTER LABS - training sessions (90 minutes) for participants to learn new skills to accomplish program outcomes. An on-site computer lab will be available for the duration of the conference to provide an opportunity for hands-on experience with software and Internet sites that have strengthened programs for children, youth, and families. The on-site computer lab will have IBM-compatible computer stations including Windows and Netscape. Computer labs will be scheduled throughout the conference.

Proposal Review Process

Proposals will be sent to review teams who will evaluate them on criteria appropriate to the CYFAR program areas, with special focus on sustainability and the integration of at-risk programming into ongoing programs for children, youth, and families. For example: What kinds of strategies are being implemented with success? What lessons are being learned to help ensure that good programs are sustained beyond federal funding? Emphasis during the review process will be placed on:

- Designation of effective programs, strategies, and resources that value diversity in culture, economics, age, race, ethnicity, language, and/or special needs.
- Content that is current and reflective of CYFAR audience needs and strengths.
- Innovative program ideas based on relevant new research.

The CYFAR 2005 Conference Committee will make final selections based on reviewers' recommendations and a balance of presentations across the five program areas (Early Childhood, School-age (K-8), Teens, Parent/Family, and Community) as well as across eight focus areas (Research Data, Technology Application, Sustainability Strategies, Institutionalization and Organizational Implications, Evaluation Strategies, Sessions Appropriate for Teen Participation, Health Programs and After-school Programming).

Submission Instructions

Go to: http://fycs.ifas.ufl.edu/cyfar/CYFARform.html to submit your proposal online.

Deadline for submitting proposals: November 15, 2004
Please note that incomplete proposals will not be reviewed. If you have difficulties submitting your proposal online, please contact June Mead (jm62@cornell.edu, 607-772-8036).

Presenters of accepted proposals will be notified by December 13, 2004.

Applicants whose proposals are accepted will be asked to confirm their participation by January 10, 2005**.** As with most professional conferences, all presenters are responsible for their own expenses. This includes: conference registration, travel, and lodging. While every effort will be made to avoid schedule conflicts, should an individual participate in more than one workshop, poster session, or computer lab, either as primary contact, or co-presenter, the CYFAR Conference Planning Committee cannot guarantee the presentations will be scheduled in time periods that do not conflict.